

The City Manager's Weekly Report provides updates on the status of City projects, programs and services.



January 23, 2015

City Calendar

January:

26 5:30pm Commission workshop
27 5:30pm Senior Advisory brd.
28 5:30pm Special Magistrate
29 6:00pm TNR Caregivers mtg.

February:

02 6:30pm Commission meeting
04 10:00am FLOWmobile
09 5:30pm Commission workshop
16 6:30pm Commission meeting
18 10:00am FLOWmobile
23 5:30pm Commission workshop



Deltona City Manager's Weekly Report

CITY MANAGER'S OFFICE

DALE BAKER, ACTING CITY MANAGER

Public Information Office (PIO): (Lee Lopez, Public Information Officer)

Office of Economic Development (OED):

(Jerry Mayes, Economic Development Manager)

- ◆ As City Liaison to the Deltona Economic Development Advisory Board (DEDAB), attended the quarterly DEDAB meeting, as well as the two Sub-committee meetings for January. Prepared the DEDAB Chairperson's script for the Q4 Commission Report. The DEDAB sub-committees meet bi-monthly at City Hall; meetings are open to the public and interested parties are encouraged to attend.
- ◆ With Lee Lopez, developed interviews for economic development solicitations with Patti Stephens of the YMCA, Chip Burton of the Top Shelf Car Wash and Mary Bruno of the Daytona State College Deltona Campus.
- ◆ As City of Deltona Liaison, attended the meeting of the West Volusia Audubon Society.
- ◆ Attended the Florida Planning and Zoning Association Program on "Downtown Revitalization". While there was abundant information and discussions on redevelopment, there was also interest in how to develop a "downtown" for a City that doesn't have one.
- ◆ As City of Deltona's City Liaison, attended a meeting of the Deltona Business Association (DBA).
- ◆ Worked on and submitted a solicitation package to an automobile dealership.
- ◆ In an effort to enhance workforce development and training, met with local businessman, Larry Kent, and Lee Lopez to discuss bringing Kent's "Making a Digital Difference" project to higher echelons by engaging local high school academies in digital recording projects, e.g., television programs, commercials, etc.

BUILDING & ENFORCEMENT SERVICES

DALE BAKER, DIRECTOR

Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week	56
Valuation of work permitted for the week	\$193,669
Building Inspections completed for the week	233
Fire plan review completed for the week	10
Fire Inspections completed for the week	40

Enforcement Services Division:

Requests for services this week	333
Animals impounded at the humane societies	20
Properties requiring grass to be cut by contractors	0
Money collected for animal tags, liens and return to owners	\$8,954
Funds received for vacant property registrations	\$50,400
Foreclosures for this week: Deltona – 25; County – 38; Total – 63.	

CLERKS OFFICE**JOYCE RAFTERY, CITY CLERK**

2nd Floor HR/CC Walk-In Customers	21	
Newspapers	19	8 (hours)
Public Records Requests Received	3	
Public Record Request Amount Received	\$.15	
Documents imaged or modified, pages	1313	

FINANCE DEPARTMENT**BOB CLINGER, FINANCE DIRECTOR**

- ◆ Met with the Construction Services Dept. to discuss Builder Escrow Accounts.
- ◆ Preparing Year End FY 13/14 financial statements for auditors.
- ◆ Finalizing figures for housing information on year end 2014 in preparation for auditor's visit.
- ◆ Attended FF Pension Board meeting; working on implementation of GASB 67 AND GASB 68 regarding pension related financial statements.

FIRE/RESCUE DEPARTMENT**MARK RHAME, FIRE CHIEF**Alarm summary

Structure fire	1
Vehicle fire	1
Wild land, grass, trash	2
Misc. Fire	4
ALS Medicals	58
BLS & Misc. Medicals	73
Hazardous Condition	2
Service Calls	10
Good Intent	17
<u>False Alarms</u>	<u>9</u>
TOTAL CALLS	177

HUMAN RESOURCES DEPARTMENT

Processed 8 Performance Evaluations and received 5 applications for 1 posted vacancy; processed 2 FMLA requests; 1 ICMA-RC request, 3 Workers Comp notices of injuries, coordinated several "return to work" physicals, and conducted 1 separation due to resignation.

PARKS & RECREATION DEPARTMENT**STEVE MOORE, DIRECTOR**

The City's Risk Manager recently deemed the playground equipment at Lake Gleason Park to be unsafe. The City was able to use Community Development Block Grant (CDBG) funds to procure new equipment. The old equipment was replaced, and now the playground is new and inviting.



PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

- ◆ Coordinating with the Purchasing Manager on the Southwest Volusia CRA Scope of Services, to answer questions from responders. Responses to the RFP are due on January 29th.
- ◆ Met with the applicant for the Fernanda Place project, proposed to be generally located north of Pine Ridge High School. Access to the site was discussed to be from Howland Boulevard (which is under construction for widening to four lanes).
- ◆ Coordinated with the RaceTrac development team following receipt of the County's memorandum for access management.
- ◆ Inspected the Tractor Supply Company site, which is scheduled to open this quarter.
- ◆ Met with a group representing the Osteen rural community. They want the Osteen Feed Store to be developed with City central services, without being annexed into the City. P&DS began an analysis to locate vacant commercially zoned property that receives or could receive City central services to determine the need for future service provision.
- ◆ Met with representatives for the Skinner property regarding development of a residential subdivision, generally located north of Doyle Road, west of SR 415, and south of Collins Road.
- ◆ Met with the FDOT concerning commencement of Interstate 4 construction south of the St. Johns River and its impact on Volusia County. Also, we met with the FDOT concerning the design of Interstate 4 north of the river.
- ◆ Attended the Planning & Zoning Board meeting to discuss amendments to the OR (Office Residential) zoning district.
- ◆ Met with a group interested in developing an assisted living facility within Deltona.
- ◆ Researched senior center building elevations to be considered for a future Senior Center.



PUBLIC WORKS

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

Field Ops Division:

Sidewalk repairs on Ft. Smith near Stanton St.:



Boom mower trimming overgrown Right of Way at 805 W. Gaucho Drive::



Before



During



After

Traffic Division:

20' x 14' roadway repair on Irondale St.:



Storm Water Division:

Catalina Blvd: The Drainage improvement project at 1746 and 1750 Catalina Blvd is 100% complete.



Fleet Maintenance Division:

Welding on a Parks trailer, and repairs on Fire Engine 63:



UTILITIES

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

<u>Customer Service</u>	
DW – Lockbox	1122
Ebox	1109
Call Center calls	1534
Walk-ins/Drop Box	1024
On-line payments	1453
IVR	912
EFT	376
Total on Disconnect List	181